



# Widecombe-in-the-Moor Primary School

## School Absence



School is open to pupils for 190 days per academic year

Unavoidable Absence

Avoidable Absence

**% days missed**

**100% = 0 days**

**95% = 10 days**

**90% = 20 days**

**85% = 30 days**

**80% = 40 days**

Will be recorded as:

- C - Other authorised absence
- E - Excluded
- I - Illness
- M - Medical/Dental Appointment (where possible these appointments should be made for outside of school hours)
- R - Religious Observation

Are there exceptional circumstances?

Yes

No

Recorded as:

- C - Other Authorised Absence
- H - Family Holiday (agreed)

Recorded as:

- O- Unauthorised Absence
- G - Family Holiday (NOT agreed)

Authorised Absence

Unauthorised Absence

12 Sessions missed due to illness or medical appointments - Letter advising of concern over missed time

20 Sessions missed - further letter requesting medical evidence of all illnesses and appointments  
Failure to provide evidence will result in unauthorised absence and there may be a referral made to the EWO\*

If there are further absences you will be invited to meet with the Executive Academy Head and there may be intervention by the EWO\*

10 Sessions of unauthorised absence - referral to the EWO\*  
Penalty Notice issued by Devon County Council for unauthorised holidays

\*EWO - Education Welfare Officer